We’re looking for two trustees to join our board and help us deliver on SCVO’s mission and purpose. Being a trustee is very rewarding: you’ll help influence change, gain new experiences, and build relationships. It can be challenging and will take up some of your time, and demand skills and knowledge to help you carry out your role.

Your responsibilities will include:

Strategy

• Establishing a clear strategy and regularly reviewing performance against organisational objectives

• Supporting the Chief Executive and Senior Leadership team to implement Board decisions effectively

• Offering support and challenge to the executive team in the delivery of the organisation's charitable purpose and strategic plan

• Contributing to constructive debate and decision-making on the strategic development of SCVO

• Safeguarding SCVO’s long-term sustainability.

The Role

Governance and compliance

• Taking part in quarterly board meetings, quarterly committee meetings, an annual board strategy day and other occasions such as The Gathering and the Charity Awards.

• Making sure that we comply with the provisions of The Charities and Trustee Investment (Scotland) Act 2005, the Charities (Regulation and Administration) (Scotland) Act 2023, and other relevant legislation

• Making sure that we have robust financial controls and risk management systems

• Making sure that we have appropriate health and safety controls and systems in place.

General

• Always acting in the best interests of SCVO, acting collectively as a board and not as individuals, taking personal, collective, and corporate responsibility

• Acting as an ambassador for SCVO and for the voluntary sector wherever possible and appropriate

• Participating in induction, training, and evaluation as an individual and as part of the Board

• Operating in a manner consistent with the charity's purpose, you’ll use your specific skills, knowledge or experience to help the Board reach sound decisions.

Time commitment

• Quarterly meetings of the Board of Trustees

• The Board's annual strategy day, which may include an overnight stay

• Quarterly meetings of SCVO's committees

• Ad-hoc meetings of the Board or sub-groups where necessary

• Working groups which progress SCVO's strategic objectives

• Key internal and external events such as The Gathering and the Scottish Charity Awards.

The Person

Most of all, you should believe in the importance of the voluntary sector in Scotland, and SCVO’s role in adding significant value.

Your experience

• Experience as a trustee of a charity or other voluntary organisation would be useful but is not essential

• Strategic planning and performance monitoring

• Demonstrating impact

• Effective team working, demonstrating collective accountability.

Your skills, knowledge and personal qualities

• An understanding of good governance principles

• An understanding of the voluntary sector in Scotland

• The ability to think and act strategically without getting bogged down in operational detail

• A values-based approach aligned to those of SCVO

• Sound, independent judgement

• The ability to constructively challenge fellow trustees and the senior leadership team whilst also working collectively and in the best interests of SCVO

• A good understanding of the voluntary sector in Scotland, and the wider context in which it operates

• A commitment to the overall mission and purpose of SCVO.